



# Department of Planning & Community Development

@ Jefferson Station

1526 E. Forrest Avenue Suite 100 East Point, GA 30344

404.270.7029 (Phone)

404.209.5148 (Fax)

[www.eastpointcity.org](http://www.eastpointcity.org)

## REQUEST FOR VERIFICATION/CERTIFICATION

Zoning Verification

Alcohol Certification

I, \_\_\_\_\_ hereby request zoning verification/ alcohol certification for the following location(s): If you do not have an address of the location you are requesting to be verified, please attach a survey or plat plan and the parcel id number.

1. \_\_\_\_\_ Address \_\_\_\_\_ Parcel ID
2. \_\_\_\_\_ Address \_\_\_\_\_ Parcel ID
3. \_\_\_\_\_ Address \_\_\_\_\_ Parcel ID
4. \_\_\_\_\_ Address \_\_\_\_\_ Parcel ID
5. \_\_\_\_\_ Address \_\_\_\_\_ Parcel ID

Note: A request for Verification/Certification for Zoning Classification is normally completed within five (5) business days; however, some requests will require longer research and may not be done within this time frame. Please provide a phone number you may be reached at between the hours of 9 a.m. – 4 p.m.: \_\_\_\_\_

Please include certification letter mailing address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mail with fee to: Department of Planning and Community Development  
c/o Planning Division  
1526 E. Forrest Ave., Suite 100  
East Point, GA 30344  
404-270-7029

**NOTE: THERE IS A \$50.00 FEE ASSOCIATED WITH EACH ADDRESS AND OR PARCEL.**

**FEEES MUST PAID BY BUSINESS CHECK, CASH, CERTIFIED FUNDS OR CREDIT CARD**